NATIONAL COUNCIL

PROCUREMENT MANAGEMENT UNIT

RECORD OF BID OPENING

In accordance with section 51(4) of the Public Procurement Act, 2015 (Act No. 15 of 2015) as amended, at a bid opening session, the name of the bidder, the total amount of each bid, any discount or alternative offered, the presence or absence of any bid security, if required, and the documents referred to in section 50(2) are read out and recorded, and a copy of the record is made available to any bidder on request.

PROCUREMENT REFERENCE NUMBER: NCS/RFQ/11-10/2026/2027

DESCRIPTION : PROVISION OF RECORDING AND TRANSCRIPTION SERVICES FROM 23 NOVEMBER 2026 – 09 DECEMBER 2026

CLOSING DATE : 12 NOVEMBER 2026

CLOSING TIME : 10H00

OPENING DATE : 12 NOVEMBER 2026

OPENING TIME : 10H05

Opening remarks: The bid opening was done in accordance with section 51(4) of the Public Procurement Act, 2015 (Act No. 15 of 2015, as amended, at a bid opening session, the name of the bidder, the total amount of each bid, any discount or alternative offered, the presence or absence of any bid security, if required, and the documents referred to in section 50(2) are read out and recorded, and a copy of the record is made available to any bidder on request.

Participants : Ms. Jacqueline Steyn

Ms. Lea Shigwedha

Bidders present : None

The following bids as per below particulars were received and opened on the closing date.

No	Name of bidder	Total amount (N$)	Discount /alternative offered	Certificate of business registration	Bid securing Declaration	Original or certified copy of a valid good Standing Tax Certificate (NAMRA)	Original or a certified copy of a valid good Standing Social Security Certificate	Valid certified copy of Affirmative Action Compliance Certificate, proof from Employment Equity Commissioner that bidder is not a relevant employer, or exemption issued in terms of section 42 of the Affirmative Action Act, 1998	A written undertaking as contemplated in section 138(2) of the Labour Act, 2007
1	Tunga Holdings (Pty) Ltd	27,575.00	No	✓	✓	✓	✓	✓	✓
2	Ziva Transcription and Data Quality Services Cc	29,610.00	No	✓	✓	✓	✓	✓	✓
3	Nobis Investments Cc	108,750.00	No	✓	✓	✓	✓	✓	✓